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### Workplace postings

## The Department of Industrial Relations

was established to improve working conditions for California's wage earners, and to advance opportunities for profitable employment in California.

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In California, all employers must meet workplace posting obligations. Workplace postings are usually available at no cost from the requiring agency. The Department of Industrial Relations requires employers to post information related to wages, hours and working conditions in an area frequented by employees where it may be easily read during the workday. Additional posting requirements apply to some workplaces. For a list of available safety and health postings, visit the [Cal/OSHA publications page](#).

[Click here](#) for answers to **frequently asked questions** about workplace postings.

Pre-printed copies of the postings with a ☐ in the chart below may be ordered electronically by typing in the number needed, filling in the required information at the bottom of the page, and clicking order. **All titles with a direct link to the posting may be downloaded from the Internet.** Downloaded posters meet an employer's legal obligation.

If you need more than five copies of any posting, or have questions about required postings, e-mail us at [Posting@dir.ca.gov](mailto:Posting@dir.ca.gov) or call (415) 703-5070. You may also fax an order to (415) 703-5074.

Posting	Additional information and quantity needed	Who must post
Industrial Welfare Commission (IWC) <a href="#">wage orders</a>	<p>IWC wage orders regulate wages, hours and working conditions and are numbered by industry or occupation group. Not sure which order you need? Use the <a href="#">alphabetical index of businesses and occupations</a> to make that determination.</p> <p>Which wage order(s) do you need? A maximum five copies of two different orders is allowed per business.</p> <p>Click on the number below to download that wage order, or enter the quantity of each order needed in the box as described above to order pre-printed copies.</p> <p> <input type="checkbox"/> 1   <input type="checkbox"/> 2   <input type="checkbox"/> 3   <input type="checkbox"/> 4   <input type="checkbox"/> 5   <input type="checkbox"/> 6   <input type="checkbox"/> 7   <input type="checkbox"/> 8   <input type="checkbox"/> 9  <input type="checkbox"/> 10   <input type="checkbox"/> 11   <input type="checkbox"/> 12   <input type="checkbox"/> 13   <input type="checkbox"/> 14   <input type="checkbox"/> 15   <input type="checkbox"/> 16 </p> <p>Labor Code section 1183(d)</p>	All employers
<a href="#">Minimum wage</a> (state)	<p>Sets forth California's minimum wage and can be downloaded in <a href="#">English</a> and <a href="#">Spanish</a>. The Industrial Welfare Commission wage orders contain the minimum wage and are printed in English, so employers with English-speaking workers need not post the minimum wage notice. Employers with workers who speak and read only Spanish must post the minimum wage notice in Spanish.</p> <p>Labor Code section 1183(d)</p>	All employers
<a href="#">Payday notice</a>	<p>Must specify the regular paydays and the time and place of payment. An employer-developed notice is permitted.</p> <p>Labor Code section 207</p>	All employers
<a href="#">Safety and health protection on the job</a>	<p>Contains pertinent information regarding safety rules and regulations. Available in <a href="#">English</a> and <a href="#">Spanish</a>.</p> <p> <input type="checkbox"/> English   <input type="checkbox"/> Spanish </p> <p>Labor Code section 6328</p>	All employers
<a href="#">Emergency phone numbers</a>	<p>Lists emergency responders' phone numbers.</p> <p>Title 8, California Code of Regulations, Construction Safety Orders section 1512 (e)</p>	All employers

<a href="#">Access to medical and exposure records</a>	Provides information about rights of employees working with hazardous/toxic substances. Available in <a href="#">English</a> and <a href="#">Spanish</a> .  English  Spanish   Title 8, California Code of Regulations, General Industry Safety Order section 3204	All employers using <a href="#">hazardous or toxic substances</a>
<a href="#">Notice to employees--injuries caused by work</a>	Advises employees of workers' compensation benefits. Claims administrators and employers need to revise the notice they are currently using and send it to the <a href="#">DWC administrative director</a> for review and approval or they may download and use this version. NOTE: Employers may obtain professionally printed copies of the poster and workers' comp claim form from their claims administrator.  Title 8, California Code of Regulations, Division of Workers' Compensation section 9810	All employers
Notice of workers' compensation carrier and coverage	States the name of the employer's current compensation insurance carrier, or the fact that the employer is self-insured. Obtained from the employer's workers' compensation insurance carrier.  Labor Code section 3550	All employers
<a href="#">Whistleblower protections</a>	Must be prominently displayed in lettering larger than size 14 type and include a list of employee rights and responsibilities under the whistleblower laws, including the telephone number of the whistleblower hotline maintained by the office of the <a href="#">California Attorney General</a> .  Labor Code section 1102.8	All employers
No smoking signage	Signage must be posted designating where smoking is prohibited/permitted in a place of employment. This law is enforced by local law enforcement agencies.  Labor Code section 6404.5(c)(1)	All employers
<a href="#">Log and summary of occupational injuries and illnesses</a>  (Cal/OSHA form 300)	<a href="#">Form 300</a> is for logging recordable injuries, <a href="#">form 301</a> is for collecting details and <a href="#">form 300A</a> is the annual summary form. All three forms are available in various downloadable formats with instructions on the <a href="#">Cal/OSHA publications page</a> .  Title 8, California Code of Regulations, Division of Labor Statistics and Research sections 14300 et seq.	Employers with 11 or more employees in the previous year
<a href="#">Farm labor contractor statement of pay rates</a>	Reference DLSE poster 445. Must be displayed prominently where work is to be performed and on all vehicles used by the licensee for transportation of employees. Must be at least 12 inches high and 10 inches wide.  <b>The downloaded version of this posting may not comply with the law as it may not be at least 12 inches high and 10 inches wide.</b>  Labor Code section 1695(7)	Farm labor contractors licensed by the Division of Labor Standards Enforcement (DLSE)
<a href="#">Prevailing wage rate determinations</a>	The body awarding any contract for public work or otherwise undertaking any public work shall cause a copy of the prevailing wage determination for each craft, classification or type of worker needed to execute the contract to be posted at each job site.  Labor Code section 1773.2	Public works awarding bodies and contractors

In addition to postings required by the Department of Industrial Relations, other state and federal agencies have posting obligations. Additional requirements include (this list is not all inclusive):

Posting	Additional information	Who must post
Harassment or discrimination in employment is prohibited by law	Obtained from the <a href="#">Department of Fair Employment and Housing (DFEH)</a> , reference number 162, available in English and Spanish. 1 (800) 884-1684  Fair Employment and Housing Act, Government Code section 12900 et seq.	All employers
<a href="#">Pregnancy disability leave</a>	Obtained from the <a href="#">Department of Fair Employment and Housing (DFEH)</a> , reference notice A. 1 (800) 884-1684  Title 2, California Code of Regulations section 7291.16(d)	Employers of five to 49 employees
<a href="#">Family care and medical leave (CFRA leave) and pregnancy disability leave</a>	Obtained from the <a href="#">Department of Fair Employment and Housing (DFEH)</a> , reference notice B. 1 (800) 884-1684  Title 2, California Code of Regulations sections 7297.9 and 7291.16(e)	All employers with 50 or more employees and all public agencies

<a href="#">Notice to employees</a>	Advises employees of potential unemployment insurance, disability insurance and paid family leave insurance benefits. Obtained from the <a href="#">Employment Development Department</a> , reference number DE 1857A, available in <a href="#">English</a> , <a href="#">Spanish</a> , <a href="#">Vietnamese</a> and <a href="#">Chinese</a> . (916) 322-2835	All employers
<a href="#">Notice to employees: unemployment insurance benefits</a>	Obtained from the <a href="#">Employment Development Department</a> , reference number DE 1857D, available in <a href="#">English</a> , <a href="#">Spanish</a> , <a href="#">Vietnamese</a> and <a href="#">Chinese</a> . (916) 322-2835	All employers
Notice to employees: time off to vote	Not less than 10 days before every statewide election, every employer shall keep posted conspicuously at the place of work, if practicable, or elsewhere where it can be seen as employees come or go to their place of work, a notice setting forth the provisions of <a href="#">section 14000</a> .  Elections Code section 14001 et seq.	All employers
<a href="#">Equal employment opportunity is the law</a>	Includes Americans with Disabilities Act (ADA) poster. Obtained from the <a href="#">U.S. Equal Employment Opportunity Commission</a> , 1 (800) 669-3362	All employers
<a href="#">Minimum wage</a> (federal Fair Labor Standards Act)	Obtained from the <a href="#">U.S. Department of Labor</a> , reference number WH 1088. (415) 744-5590	All employers
<a href="#">Notice: Employee Polygraph Protection Act</a>	Obtained from the <a href="#">U.S. Department of Labor</a> , reference number WH 1462. Also available in <a href="#">Spanish</a> . (415) 744-5590	All employers
<a href="#">Family and Medical Leave Act</a> (federal FMLA)	Obtained from the <a href="#">U.S. Department of Labor</a> , reference number WH 1420. Also available in <a href="#">Spanish</a> . (415) 744-5590	All employers with 50 or more employees and all public agencies

Complete order form and click order to receive pre-printed posters.

\* Required fields

\* First name

\* Last name

Company

\* Address 1

Address 2

\* City

\* State

\* Zip/postal code

\* Phone  eg. 415-555-1515

FAX  eg. 415-555-1515

E-mail

URL

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